COLCHESTER BOARD OF EDUCATION
Ad Hoc Budget Committee Meeting

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COLCHESTER, CT
2024 OCT 11 AM 11:35
GAYLE FURMAN
TOWN CLERK

Friday, October 11, 2024
8:30 AM
Board of Education Conference Room

MINUTES

BOARD MEMBERS PRESENT : Christopher Rivers, Margo Gignac and Stefanie Tracey-Calash

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila and Executive Assistant to the Superintendent Alyssa Fratoni

1. **MEETING OPENING**
   1.1. Call to Order
   M. Gignac called the meeting to order at 8:43 AM

   1.2 Roll Call
   All Committee Members present

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Bylaw on Meeting Conduct
   No public comment.

3. ***CONSENT AGENDA**
   3.1. *Approval of Ad Hoc Budget Committee Meeting Minutes of September 27, 2024
   Motion by: C.Rivers
   Motion to approve Ad Hoc Budget Committee Meeting Minutes of September 27, 2024
   Second: S. Tracey-Calash
   Roll Call: All in favor
   Vote: Motion carried

R. Linkkila arrived at 8:46 AM

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Discussion and Possible Action on received information from prior meeting
   Each Committee Member stated their takeaways from the last meeting. They came to the conclusion that a timeline process and a budget template should be created and followed. The goal would be for the Board of Education and the Town's process and templates

for the Budget Book to be consistent in formatting. The Committee also discussed using an "At a Glance" template to make it more concise for the general community.

C.Rivers left the meeting at 9:14 AM

4.2. Next Steps and Next Meetings

R.Linkkila will draft up timelines and templates and share those drafts with the Committee Members before the next meeting.

The next Ad Hoc Budget Committee Meeting has been scheduled for Friday, October 18, 2024 at 8:30 AM.

5. ADJOURNMENT

Adjournment
Motion by: M. Gignac
Motion to adjourn.
Second: S. Tracey-Calash
Roll Call: All present in favor
Vote: Motion carried

M.Gignac adjourned the meeting at 9:23 AM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent